

2021 WEEKLY SAFETY MEETING PLAN

➤ General Industry ◀

1 st Quarter – January, February, March	
Week 1	Coronavirus: Social Distancing
Week 2	Office Safety: Lifting and Carrying
Week 3	Personal Protection: Eye Safety
Week 4	First Aid: First Aid Steps
Week 5	Incidents: Reporting Injuries Quickly
Week 6	Health Hazards: Carbon Monoxide
Week 7	Man Lifts: Aerial Lifts
Week 8	Fall Protection: Stairways
Week 9	Home & Holiday: Daylight Saving Time
Week 10	Tool Safety: Portable Grinders
Week 11	Lockout Tagout: Steps for Lockout/Tagout
Week 12	Site Safety: Machine Guarding Hazards
Week 13	Site Safety: Hand Trucks

3 rd Quarter – July, August, September	
Week 27	Lockout Tagout: Group Lockout/Tagout
Week 28	Fire Protection: Fire Extinguisher Use
Week 29	Personal Protection: Foot Protection
Week 30	Tool Safety: Bench and Pedestal Grinders
Week 31	Health Hazards: Dehydration
Week 32	Personal Protection: Hearing Protection
Week 33	Man Lifts: Scissor Lifts
Week 34	Tool Safety: Hand Tools
Week 35	Site Safety: Job Hazard Analysis
Week 36	First Aid: Sudden Illness
Week 37	Electrical Safety: Safe Work Practices
Week 38	Health Hazards: Hazard Communication Awareness
Week 39	Fire Protection: Fight or Evacuate

2 nd Quarter – April, May, June	
Week 14	Electrical Safety: Extension Cords and GFCIs
Week 15	First Aid: Bleeding Injuries
Week 16	Fire Protection: Shop and Warehouse Fire Safety
Week 17	Heavy Equipment: Forklift vs. Pedestrian
Week 18	Site Safety: Workplace Violence
Week 19	Personal Protection: Respiratory Protection
Week 20	Site Safety: Slips, Trips and Falls
Week 21	Ladder Safety: Inspecting Ladders
Week 22	Fire Protection: Fire Watch
Week 23	Health Hazards: Heat Stress
Week 24	Confined Spaces: Confined Space Hazards
Week 25	Driving Safety: Texting While Driving
Week 26	Tool Safety: Electrical Tools

4 th Quarter – October, November, December	
Week 40	Tool Safety: Battery-Powered Tools
Week 41	Site Safety: Hazardous Materials
Week 42	Site Safety: OSHA Visits
Week 43	Personal Protection: Head Protection
Week 44	Lockout Tagout: Restoring Service
Week 45	Driving Safety: Distracted Driving
Week 46	Ladder Safety: Step Ladders
Week 47	Site Safety: Housekeeping
Week 48	Fall Protection: Guardrails
Week 49	Electrical Safety: Arc Flash
Week 50	Personal Protection: Hand Protection
Week 51	Health Hazards: Cold Stress
Week 52	Heavy Equipment: Forklifts

Use this safety meeting plan as a guide but consider exchanging or adding additional topics to customize this schedule to better suit the needs of your team.